

Party Updating Information is:

- ☐ Petitioner/Plaintiff
☐ Respondent/Defendant

SUPERIOR COURT OF ARIZONA IN MARICOPA COUNTY

 Name of Petitioner/Plaintiff* CASE NO.: _____

 Name of Respondent/Defendant* ATLAS NO.: _____

*(Write Names above as on Court Documents)

UPDATE INFORMATION ON
☐ ADDRESS and/or ☐ NAME

If your address is protected by Court Order DO NOT use this form

I UNDERSTAND:

1. This Notice is to tell the Clerk of the Court that my address or name has changed.
2. This form does NOT legally change my name.
3. Address and name changes that are not sealed or confidential will be entered on both the support payment and the court's automated system, and will be available to the public as a public record.
4. I may only submit changes for *my own* address and name.

INFORMATION I WANT TO CHANGE: (PLEASE PRINT)

My name was: _____

My current name is: _____

My old address was: _____

(Street Address, City, State, Zip Code)

My new address is: _____

(Street Address, City, State, Zip Code)

My new *mailing* address (if different from above): _____

(Street Address, City, State, Zip Code)

My telephone number is: (_____) _____ My Date of Birth is: _____
 (optional) (optional)

My e-mail address is: _____
 (optional)

☐ There is an order for payments through the Clearinghouse for **Child Support and/or Spousal Maintenance** (if so, fax to **602-506-6690**.)

OR

☐ There is an order for payments through the Clerk of the Superior Court for **Restitution** (if so, fax this form to **602-506-5127**.)

OR

☐ This update is for *other than* Support, Maintenance or Restitution (if so, fax to **602-506-6690**.)

I declare under penalty of perjury that the foregoing is true and correct.

Executed on: _____
 Date Signature of Person Requesting Change

- ☐ Please send me information on direct deposit for Child Support and/or Spousal Maintenance.
☐ **iCIS Address updated (FOR COURT USE ONLY)**

Self-Service Center

**INSTRUCTIONS FOR
UPDATING ADDRESS AND/OR NAME INFORMATION WITH THE
COURT**

IMPORTANT: The Clerk of Superior Court must have your most current mailing address. Pursuant to A.R.S. §25-322 a change of address must be submitted in writing within 10 days of the address change. This is particularly important if you are to receive support payments, restitution payments, and/or are representing yourself.

INSTRUCTIONS:

Typing or printing in **LARGE CLEAR LETTERS, USING BLACK INK**, fill out the form and file it with the Court. You can file this form with the Clerk's Office in the following ways:

- **Fax** the Update Information on Address and/or Name form to the Clerk of the Court:
For Child Support and/or Spousal Maintenance, fax to 602-506-6690;
For Restitution, fax to 602-506-5127;
For all other updates, fax to 602-506-6690.

OR

- **Take** the original and one copy of the Update Information on Address and/or Name form to the Clerk of the Court filing counter at any of these Courthouse locations:

PHOENIX
Clerk of the Court
201 W. Jefferson
Phoenix, AZ 85003

OR

NORTH PHOENIX OR
Clerk of the Court
18380 N. 40th St.
Phoenix, AZ 85032

MESA
Clerk of the Court
222 E. Javelina
Mesa, AZ 85210

SURPRISE
Clerk of the Court
14264 W. Tierra Buena Lane
Surprise, AZ 85374

OR

- **Mail** a copy of the Update Information on Address and/or Name form to the Clerk of the Court to any of the addresses listed above. (You may want to make a copy of the form for your records).